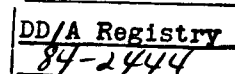


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16 AUG 1984

**MEMORANDUM FOR:** Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
General Counsel  
Inspector General  
Director, Office of Legislative Liaison  
Comptroller  
Director, Public Affairs Office

**FROM:** Harry E. Fitzwater  
Deputy Director for Administration

**SUBJECT:** Luncheon Briefings for the Brookings  
Institution Public Policy Conference  
for Corporate Executives on Understanding  
Federal Government Operations, 1984 - 1985

1. The Brookings Institution has requested that the Agency participate in its Public Policy Conference for Corporate Executives on Understanding Federal Government Operations. This is to request that you and your Deputy serve as host at two of 12 luncheon briefings in 1984 - 1985. We also ask your cooperation in identifying members of your staff to participate as table hosts and discussants in the briefings.

2. Dates for the 1984 - 1985 programs are attached. The format for the programs will continue as in the past: luncheon in the Executive Dining Room at 1200 hours, followed by a briefing in the DCI Conference Room at 1300 hours concluding at 1400 hours. The first program will be held on Tuesday (23 Oct) instead of Friday (26 Oct) because of conflict in dates. You or your Deputy would serve as hosts for the sessions, with middle- to senior- level Agency officers participating as luncheon table hosts and discussants during the briefing. The latter will consist of a 10 to 15 minute overview of the CIA and the Intelligence Community by the host, followed by a question and answer period in which the Agency discussants, selected for their geographic and functional expertise, will participate by answering questions from the Brookings Conference visitors. The cost of the luncheons are borne by the Brookings Institution.

**SUBJECT: Luncheon Briefings for the Brookings Institution Public Policy Conference for Corporate Executives on Understanding Federal Government Operations, 1984 - 1985**

3. I hope that these programs will continue to receive your support. Will you please forward a list of discussants with titles, geographic areas of expertise, office mailing addresses and telephone extensions to [redacted] OTE STAT  
Special Programs Officer, 1032 Chamber of Commerce Building. STAT  
Your Executive Officer should contact [redacted] if there are STAT  
any questions regarding the preparation of these lists. She may STAT  
be reached on extension [redacted]

Signed: James H. McDonald

*for* Harry E. Fitzwater

Attachment:  
As stated

**ATTACHMENT**

**SUBJECT: Luncheon Briefings for the Brookings Institution Public Policy Conference for Corporate Executives on Understanding Federal Government Operations, 1984 - 1985**

**The dates for the 1984 - 1985 Brookings Luncheon Briefings are as follows:**

**23 October 1984 (Tuesday)  
30 November 1984  
14 December 1984  
8 February 1985  
8 March 1985  
22 March 1985  
19 April 1985  
3 May 1985  
10 May 1985  
24 May 1985  
7 June 1985  
21 June 1985**